

**INVESTMENT POLICY STATEMENT**  
**for**  
**THE COUNTY AND MUNICIPAL GOVERNMENT CAPITAL IMPROVEMENT**  
**TRUST FUND**  
**November 2014<sup>2</sup>**

**I. BACKGROUND AND PURPOSE**

**A. Constitutional Authority**

Amendment No. 666 to the Constitution of the State of Alabama of 1901 created the County and Municipal Government Capital Improvement Trust Fund ("Fund") to receive 7% of oil and gas capital payments received by the Alabama Trust Fund during the preceding fiscal year.

**B. Investment Policy**

The Board of Trustees of the Alabama Trust Fund ("Board") is responsible for investing the monies in the Fund in such investments as are authorized for the investment of the Alabama Trust Fund.

The Fund's goals and objectives are:

- To provide an annual total return greater than that distributed.
- Consistent with prudent standards for preservation of capital and maintenance of liquidity, to earn the highest possible total rate of return consistent with the Fund's tolerance for risk as determined periodically by the Board.
- In carrying out these objectives, short-term fluctuations in the value of the Fund's assets shall be considered secondary to long-term investment results.
- The Fund has a long-term investment horizon and believes that asset allocation is the major determinant of investment performance. Consequently, a long-term asset allocation will be determined consistent with the Fund's investment objectives and performance goals.

The purpose of this Investment Policy Statement ("IPS") is to identify investment objectives, guidelines, and performance standards for the investment of the assets of the Fund. This IPS may be modified from time to time by action of the Board. The primary focuses of this IPS are as follows:

- Clearly distinguish among the responsibilities of the Board, the Advisory Committee, the Fund's investment managers and the Fund's service providers;
- Clarify investment structure for the Fund;
- Provide criteria for monitoring and evaluating the performance of investment managers and investment vehicles relative to appropriate investment benchmarks.

**C. Eligible Investments**

Amendment No. 666 to the Constitution of the State of Alabama of 1901 states that the Fund may be invested in such kinds of investments as authorized for the investment of the Alabama Trust Fund.

Unless restricted elsewhere in the IPS, eligible investments shall consist of all types of securities contained in the following indices:

Barclays Capital Aggregate Bond Index, Merrill Lynch High Yield Cash Pay Index, Wilshire 5000 Index, MSCI EAFE Index, MSCI All Country World Index, MSCI World Index Small Cap and the MSCI Emerging Markets Free Index.

In addition to the Barclays Aggregate Index listed about, core fixed income managers may invest in securities outside the index as long as their addition does not significantly change the risk profile of the manager's portfolio as a whole. Potential investments may include, but are not limited to, TIPs, CMOs, ARMs, Hybrid ARMs and Munis.

## **II. ROLES AND RESPONSIBILITIES**

### **A. Board**

The Board is generally responsible for developing, implementing, supervising and evaluating the investment of funds. Specifically, the Board is responsible for:

1. Delineating general investment policy for the Fund including:
  - a. Asset allocation, which establishes return expectations and risk tolerance;
  - b. Investment manager structure, which identifies the types of investment managers that are appropriate for the Fund; and
  - c. Investment manager guidelines, which establish and communicate the risk parameters for each individual manager consistent with the overall risk level set for the Fund.
2. Utilizing service providers such as a custodian, investment managers and an investment consultant that are contracted with the Alabama Trust Fund to assist the Board in implementing policy and managing the investments of the Fund.
3. Monitoring and evaluating each investment manager's success in achieving the objectives set for such manager and adhering to established guidelines.

### **B. Advisory Committee**

Amendment No. 856 to the Constitution of the State of Alabama of 1901 created the County and Municipal Government Capital Improvement Trust Fund Advisory Committee. Duties of the Advisory Committee include:

1. Providing high-level and focused guidance on the expectations of the Fund.
2. Reviewing quarterly investment performance reports.
3. Reviewing the IPS.
4. Monitoring the spending policy of the Fund and making recommendations for changes to the spending policy as allowed by law.
5. Adopting written recommendations to present to the Board.

### **C. Investment Consultant**

The primary role of the Investment Consultant is to assist the Board in developing and implementing a prudent process for monitoring and evaluating the investments of the Fund. In specific terms, the responsibilities of the Investment Consultant include:

1. Assisting the Board in the development, implementation, and evaluation of investment policy for the Fund.
2. Assisting The Board in the development, implementation and evaluation of an investment manager structure that provides appropriate diversification with respect to the number and types of investment managers.

3. Producing quarterly performance evaluation reports. Such reports will evaluate the performance and risk characteristics of each investment option and each investment manager relative to targets established in this IPS. The Investment Consultant will also evaluate the investment style of each manager to determine if the manager is fulfilling the role for which they were hired. In conjunction with these reports, the Investment Consultant will provide the Board with recommendations for action when appropriate or if required by the Board.
4. Monitoring the investment management firms and products employed by the Board on an on-going basis and inform the Board of any developments that might impact investment performance or the Fund.

***D. Custodian***

The Custodian has three primary responsibilities, namely:

1. Safekeeping of assets – custody, valuation and accounting & reporting of assets;
2. Trade processing – track and reconcile assets that are acquired and disposed;
3. Asset servicing – maintain all economic benefits of ownership such as income collection, corporate actions, and proxy notification issues;

***E. Investment Managers***

The specific duties and responsibilities of each Investment Manager include:

1. Managing those assets of the Fund under its supervision in accordance with the guidelines and objectives contained in this IPS.
2. Exercising investment discretion in regard to buying, managing and selling Fund assets, subject to any limitations contained in this IPS.
3. Promptly voting all proxies and taking all related actions in a manner consistent with the long-term interest and objectives of the Fund as described in this IPS. Each Investment Manager shall keep detailed records his or her voting of proxies and related actions and will comply with all regulatory obligations related thereto.
4. Communicating timely with the Board, Investment Consultant, and Custodian, as necessary.
5. To acknowledge and agree in writing as to the Investment Manager's fiduciary responsibility to fully comply with the objectives and guidelines set forth in this IPS or otherwise set out by the Board.

### III. INVESTMENT STRUCTURE

#### A. Investment Objective

The investment objective is to preserve the purchasing power of the Fund's assets and the annual support provided by these assets. The Fund embraces the total return concept summarized by the following formula.

$$\text{Required Return} = \text{Rate of Purchasing Power Loss (Inflation)} + \text{Total Spending Rate}$$

The Fund will attempt to minimize the risk of falling short of its return objectives, measured over rolling three- and five-year periods.

#### B. Spending Policy

The Fund's spending policy is mandated by Amendment No. 856 to the Constitution of the State of Alabama of 1901. The purpose of the spending rate formula is to provide a stable distribution stream that does not reduce the purchasing power of the corpus of the Fund over time. The spending formula and spending rate for the Fund is as follows, unless changed with a two-thirds recorded vote of the entire membership of the Board.

$$\text{Spending Policy FYx} = 5\% \times 3 \text{ year average of Invested Assets FYx-2, -3, -4}$$

Distribution shall be made annually within the first two weeks of April. Managers will be notified at least two weeks in advance of their share of this funding requirement.

"Invested Assets" shall mean the market value of all assets invested in accordance with this IPS held by an investment manager and reported on the September 30 quarterly report provided by the Investment Consultant. Invested Assets shall not include cash held by the Custodian.

#### C. Asset Allocation Guidelines

The asset allocation adopted by the Board is intended to reflect, and be consistent with, the Board's return objectives and risk tolerance. It is designed to provide the greatest probability of meeting or exceeding the Fund's objectives at the lowest possible risk.

In establishing the Board's risk tolerance for the Fund, the Board considered the Fund's ability to withstand short and intermediate-term volatility in various market conditions. The Board also reviewed the long-term characteristics of various asset classes, focusing on balancing risk with expected return. On the basis of the Board's time horizon and risk tolerance, the following asset allocation guidelines have been established for the Fund.

<b>Asset Classes</b>	<b>Target</b>
<b>Domestic Equity</b>	<b>32%</b>
Large Cap	25%
Small Cap	7%
<b>Non-U.S. Equity</b>	<b>24%</b>
<b>Fixed Income</b>	<b>35%</b>
<b>Real Estate</b>	<b>9%</b>
<b>Private Equity</b>	<b>n/a</b>
<b>Hedge Fund</b>	<b>n/a</b>
<b>Other</b>	<b>n/a</b>

The asset allocation target will be reviewed annually for reasonableness in relation to significant economic and market changes or to changes in the Board's long-term goals and objectives. A formal asset allocation study will be conducted every three to five years to verify or provide a basis for revising the targets.

#### **D. Investment Manager Structure**

The Board has employed the minimum number of managers necessary to assure appropriate diversification within each asset class. The table below lists the specific roles to which individual investment managers are assigned and the target allocation of assets for each manager.

#### **Investment Manager Structure Allocations**

<b>Investment Style</b>	<b>% of Asset Class</b>	<b>% of Total Fund</b>
<b>Domestic Equity</b>		<b>32%</b>
Passive Large Cap Core	78%	25%
Small Cap Growth	11%	3.5%
Small Cap Value	11%	3.5%
<b>International Equity</b>		<b>24%</b>
Core Developed	78%	19%
Emerging Markets	12%	3%
International Small Cap	10%	2%
<b>Fixed Income</b>	<b>100%</b>	<b>35%</b>
<b>Real Estate</b>	<b>100%</b>	<b>9%</b>
<b>Other</b>	<b>n/a</b>	<b>n/a</b>

#### ***E. Rebalancing Policy***

One essential component of a strategic asset allocation is the development and use of rebalancing ranges for the target allocation. The Board believes that systematic rebalancing should reduce portfolio volatility and increase portfolio return over the long term. The ranges specified in the table below are a function of the expected volatility of each asset class and the proportion of the total fund allocated to the asset class.

<b>Asset Allocation</b>	<b>Lower Limit</b>	<b>Target</b>	<b>Upper Limit</b>
<b>Domestic Equities</b>	<b>27%</b>	<b>32%</b>	<b>37%</b>
Large Cap	20%	25%	30%
Small Cap	4%	7%	10%
<b>Non-U. S. Equity</b>	<b>19%</b>	<b>24%</b>	<b>29%</b>
<b>Domestic Fixed Income</b>	<b>30%</b>	<b>35%</b>	<b>40%</b>
<b>Real Estate</b>	<b>6%</b>	<b>9%</b>	<b>12%</b>
<b>Other</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>

The Investment Consultant shall prepare quarterly reports reviewing the actual asset allocation percentages, demonstrating whether the lower or upper limits have been reached. When asset allocations exceed the ranges indicated above, the Fund will be rebalanced to the target level or to a point within the target range as recommended by the Investment Consultant. External cash flows may be used to rebalance Fund assets.

#### IV. TOTAL FUND EVALUATION

The overall portfolio design and asset allocation have been structured to provide the most appropriate structure and asset allocation from a risk and return perspective and to meet the Fund objectives.

The total Fund rate of return will be compared with (1) the required return of spending plus loss of purchasing power (inflation), (2) a weighted-average of the returns of broad indices representing each asset category where the weights are the target allocations to each, and (3) the returns of a universe of funds with similar objectives and policies. The Board will evaluate performance on a net-of-fees basis.

The purchasing power index to be used is the Consumer Price Index – All Urban Consumers (CPI-U).

Market benchmarks utilized for individual asset classes are listed below:

Asset Category	Market Index	Callan Style Group
<b>Total Domestic Equity</b>	Russell 3000 Index	Total Equity Database
<b>Passive Large-Cap Equities</b>	S&P 500 Index	Large Cap Core Equity
<b>Large Cap Value Equities</b>	Russell 10000 Value Index	Large Cap Value
<b>Large Cap Growth Equities</b>	Russell 1000 Growth Index	Large Cap Growth
<b>Small Cap Value Equity</b>	Russell 2000 Value Index	Small Cap Value
<b>Small Cap Growth Equity</b>	Russell 2000 Growth Index	Small Cap Growth
<b>Non-U.S. Equity</b>	MSCI World ex U.S. Index	Non-U.S. Equity
Core Developed	MSCI EAFE	Non- U.S. Equity
Emerging Markets	MSCI Emerging Markets	MF- Emerging Markets
International Small Cap	MSCI World Small Cap ex- U.S.	MF – International Small Cap
<b>Fixed Income</b>	BC Aggregate Bond Index	Core Plus Fixed Income
<b>Real Estate</b>	NFI-ODCE Eq. weight Net	Core Open End Real Estate Funds

The primary benchmark for evaluating the performance of the Fund is a Target Index consisting of a market index for the asset class weighted in accordance with the allocation target. The Target Index is:

- 35% BC Aggregate
- 25% Russell 3000
- 7% Russell 2000
- 24% MSCI World ex- U.S.
- 9% NFI – ODCE Equal weight net

Over a three to five year period the Board expects the Fund to generate returns, after payment of all fees and expenses, which exceed the returns of the Target Index.



## **V. INVESTMENT MANAGER SELECTION AND EVALUATION**

### ***A. Investment Manager Selection***

The Board intends to select investment managers from the Alabama Trust Fund's manager roster but on occasion may conduct its own search for an investment manager. When conducting a new investment manager search, the Board shall utilize the same process for investment manager selection and evaluation as determined for the Alabama Trust Fund.

### ***B. Manager Communication***

The Board, or Investment Consultant, will be in regular communication with the investment managers. Managers shall provide quarterly and monthly information to the Investment Consultant, and will notify the Board or Investment Consultant immediately of any organizational/ownership changes or changes in investment philosophy.

### ***C. Manager Evaluation and Review***

With the assistance of the Investment Consultant, the Board will evaluate each Investment Manager from a quantitative and qualitative standpoint on a quarterly basis. In evaluating all Investment Managers, the Board will consider qualitative factors likely to impact the future performance of the Fund's assets managed in addition to current and historical rates of return.

#### **1. Qualitative Review**

The Board will evaluate qualitative factors relating to an investment manager, including:

- Ownership changes
- Key staff turnover
- Conflict of Interest
- Changes in investment strategy
- Material litigation or fraud
- Material client-servicing problems

#### **2. Quantitative Review**

An Investment Manager's performance will be measured from inception and on a rolling five-year return basis in relation to a broad market index. Shorter-term performance will be measured in relation to an appropriate style index and "Peer Group". Each Investment Manager is to be measured against the median return of a previously agreed-upon peer group of investment managers with similar investment styles.

Managers are expected to maintain their stated investment style and philosophy. Quantitative measures of investment style and philosophy include style mapping, style attribution analysis, and tracking error relative to the benchmark. The Board

with the assistance of the Investment Consultant will monitor these factors on a quarterly basis.

***D. Watchlist Procedure and Criteria***

A number of factors may contribute to an Investment Manager's over- or under-performance at any given time - market dynamics, investment skill, and/or pure chance. Given this uncertainty, it is unwise to mandate termination purely for lagging performance at any specific point. A Watch List will be utilized to identify managers whose performance and/ or organization changes are cause for concern.

At the discretion of the Board, an Investment Manager may be included on the Watch List based on the qualitative and quantitative criteria described in the manager evaluation and review section. Once a manager is placed on a Watch List, the Investment Consultant will provide quarterly updates on the performance of each manager as well recommendations to terminate or retain the manager. Organizational issues that have been resolved in a satisfactory manner and/or improved performance relative to an index and or peers may be used as an indicator to remove a given manager from the watch list. Additional actions could include a formal re-presentation of the Investment Manager to the Board.

## **VI. INVESTMENT POLICY REVIEW PROCEDURES**

The Board will review annually the achievement of investment objectives, based on the evaluation criteria provided by the Investment Consultant, as well as the continuing feasibility of achieving the investment objectives. Other occurrences reviewed may be significant changes in the Fund's spending policy, the availability of acceptable new asset classes, and the passage of relevant new legislation or regulations.

### **Signatures**

By the respective signatures of their duly authorized representatives, each party acknowledges and agrees that it will perform its respective responsibilities and services with respect to the Fund in accordance with this IPS.

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Printed Name

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Printed Firm Name

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Signature

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Date

# APPENDIX

## **General Investment Manager Guidelines**

### ***DOMESTIC EQUITY GUIDELINES***

#### **Approved Securities**

1. Common stock of any issuer traded on a U.S. stock exchange or in the U.S. over-the-counter markets which are denominated in U.S. dollars
2. Securities which take the form of sponsored and/or unsponsored American Depositary Receipts ("ADRs") Global Depositary Receipts ("GDRs") and/or European Depositary Receipts ("EDRs") traded on the NYSE.
3. Other forms of equity investments such as direct investments are allowed subject to state law and with prior approval of the board.

#### **Limitations**

1. The following categories of equity securities are prohibited:
  - Securities of the investment manager or an affiliated organization
  - Short Sales,
  - Put and call options,
  - Margin purchases,
  - Commodities,
  - Direct real estate investments,
  - Foreign listed stocks.
  - Commodities
  - Restricted or letter stock
  - Oil, gas & mineral exploration investment trusts.
2. Equity futures contracts may be employed solely for the purpose of overlaying cash to generate equity exposure
3. The aggregate investment of the Alabama Trust Fund in the equity securities of any one issuing corporation shall not exceed 1% of the outstanding capital of such corporation. External managers shall notify the board at least annually if the manager's total position in one corporation exceeds 5% of the outstanding capital of such corporation.
4. The portfolio as a whole should be managed keeping in mind the original mandate under which the manager was hired. No extreme position should be taken which would alter the character of the portfolio that could produce results inconsistent with that mandate.

## Cash and Equivalents

The Board expects domestic equity managers to invest portfolios primarily in U.S. common stocks. However, investment in cash equivalents up to 5% of the market value of the portfolio is allowed. To the extent the portfolio holds cash; the cash will be invested in the commingled short-term investment fund managed by the Custodian consistent with OCC Rag 9 and/or SEC Rule 2a-7.

## INTERNATIONAL EQUITY GUIDELINES

### Approved Securities

1. Foreign equity securities, defined as equity securities that are issued by any company that is organized or headquartered in a foreign country, or whose primary business (75% or more) is conducted outside the U.S.
2. Equity holdings shall be restricted to readily marketable securities of corporations that are domiciled in countries outside the United States or generate most of their revenues outside the United States. The securities shall be actively traded on major exchanges in these countries or in the U.S. Equity holdings may include American Depositary Receipts traded on U.S. exchanges. Convertible preferred stocks may be held. Exposure to Emerging Markets securities in developed market portfolios shall be limited to 20% of the market value of the portfolio. Exposure to Frontier Markets securities in Emerging Market portfolios shall be limited to 10% of the market value of the portfolio.
3. American Depositary Receipts; European Depositary Receipts; Global Depositary Receipts; or similar instruments representing securities of foreign companies.
4. Exchange Traded Funds (ETFs) are allowed to gain market exposure to market segments which are not open to the strategy for direct equity investment and to individual securities for which there are no available ADRs and for temporary cash equitization. The maximum allowable exposure to ETFs is 10% of the portfolio.
5. 144A securities in connection with a foreign public offering.

### Limitations

1. The following categories of equity securities are prohibited:
  - Securities of the investment manager or an affiliated organization
  - Short Sales,
  - Put and call options,
  - Margin purchases,
  - Commodities,
  - Direct real estate investments
  - Restricted or letter stock
  - Oil, gas & mineral exploration investment trusts.

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- Currency trading unrelated to hedging of permitted equity or fixed income securities.
2. Investment in any one issuer can not exceed five percent of assets.
  3. Not more than 5% of the total stock portfolio may be invested in the common stock of any one corporation at the time of purchase and no more than 7% in any one corporation at market. Not more than 5% of the outstanding shares of any one company may be held by the portfolio. No more than the lessor of (2 times the sector weight in the index and 40%) valued at market may be held in any one economic sector as defined by MSCI EAFE classifications for developed market portfolios and by MSCI Emerging Markets Free classifications for emerging markets portfolios.
  4. Investments should not be made in equity securities of issuers which do not have an available operating history of at least three years. Five years of operating history is preferred. Operating history may include past performance resulting from mergers, acquisitions, and spin-offs.
  5. Equity investments in companies with a market capitalization of less than \$100 million at the time of purchase are prohibited investments. Market Capitalization shall be defined as the number of shares outstanding multiplied by the market price per share

#### **Cash and Equivalents**

The Board expects non-U.S. equity managers to invest portfolios primarily in non -U.S. common stocks. However, investment in cash equivalents up to 5% of the market value of the portfolio is allowed. To the extent the portfolio holds local or base currency cash, the cash will be invested in the commingled short-term investment fund managed by the Custodian and/or an interest bearing account consistent with OCC Reg-9 and/or SEC Rule 2a-7.

#### ***FIXED INCOME GUIDELINES***

All investment grade managers are expected to perform their fiduciary duties as prudent people would and to conform to all State and Federal statutes governing the investment of trust funds. Subject to these guidelines, managers shall have full discretion.

1. At the time of purchase all securities purchased for the Fund must be classified as investment grade by two of the three major rating services. For this purpose the rating must be at least "Baa3" by Moody's, "BBB-" by Standard and Poors, and "BBB-" by Fitch ratings, or an equivalent short term rating. If only one rating exists, this one rating will determine investment grade status.

2. The fixed income portfolio is to be diversified so that no more than 15% is invested in one industry (does not apply to US Government and Agency securities).
3. The board may permit managers to purchase other securities. Such authority will be provided in writing to the manager.
4. No more than a maximum of 5% of the total fixed income portfolio may be invested in securities of any one corporation.
5. Unrated securities other than those issued by the US government or its Agencies may not be purchased without the prior consent of the board. Approved exceptions are 144A Privates (non-registered debt issued by corporations) when such companies registered debt carries an investment grade rating by either Moody's, Standard & Poor's, or Fitch.
6. The portfolio's average duration is not to exceed 1.5 times that of the benchmark index.
7. Non-dollar fixed income securities are not permitted.
8. Derivative instruments, including futures contracts, option contracts and swap agreements may be used provided that they are 100% collateralized by highly liquid securities and do not represent leveraging of the assets.
9. The portfolio as a whole should be managed keeping in mind the original mandate under which the manager was hired. No extreme position should be taken which would alter the character of the portfolio that could produce results inconsistent with that mandate.

## ***CORE PLUS MANDATES***

### **Approved Securities**

1. The portfolio must have an overall weighted average credit rating of not more than 3 rating notches below the benchmark's weighted average credit quality. For avoidance of doubt, if the benchmark is rated AA-, then 3 notches below would be A-
2. All investments are to be rated at least B- by Standard and Poor's, B3 by Moody's, or B- by Fitch at the time of purchase. A maximum 5% of the market value of the portfolio may be held in securities rated below CCC by Standard and Poor's or Fitch or Caa1 by Moody's. If each of the three credit rating agencies assigns a credit rating, the credit rating will be the middle of the three ratings (for example, if Moody's rates a security Baa2, S&P rates the security BB+ and Fitch rates the security BBB-, the middle credit rating would be considered BBB- by Fitch). If only two of the three credit rating agencies assign a credit rating, the credit rating will be the lower of the two. If only one credit rating agency assigns a credit rating, that credit rating will



apply. Securities that are not rated will be permitted if, in the judgment of the investment adviser, they are of credit quality equal or superior to the standards described above.

3. The fixed income portfolio is to be diversified so that no more than 15% is invested in one industry (does not apply to US Government and Agency securities).
4. The board may permit managers to purchase other securities. Such authority will be provided in writing to the manager.
5. No more than a maximum of 5% of the total fixed income portfolio may be invested in securities of any one corporation.
6. Securities issued under Rule 144A (non-registered debt issued by corporations) are limited to 20% of the market value of the portfolio. Private placements securities that are not issued under Rule 144A securities are limited to 5% of the market value of the portfolio (not including pooled funds).
7. The portfolio's average duration is not to exceed 1.5 times that of the benchmark index.
8. Investments in high yield bonds, Non-US dollar denominated bonds, emerging markets debt, bank loans, and currencies are permitted. The total allocation to these non-benchmark sectors shall not exceed 30% of the market value of the portfolio. Emerging markets issuers that are part of the Barclays Capital Aggregate Index would not count towards the 30% limit.
9. Derivative instruments, including futures contracts, option contracts and swap agreements may be used provided that they are 100% collateralized by highly liquid securities and do not represent leveraging of the assets.
10. The portfolio will not invest in:
  - Common Stock
11. The investment adviser will not:
  - borrow money;
  - pledge, hypothecate, mortgage or encumber assets;
  - loan money;
  - purchase or sell real estate;
  - purchase or sell commodity options
12. The portfolio as a whole should be managed keeping in mind the original mandate under which the manager was hired. No extreme position should be taken which

would alter the character of the portfolio that could produce results inconsistent with that mandate.

## **ALTERNATIVE INVESTMENTS**

- **Private Capital Partnerships** – Investment allocations may include venture capital, private equity and international private capital investments, held in the form of professionally managed pooled limited partnership investments. Such investments must be made through Fund offered by professional investment managers.
- **Marketable Alternative Strategies** – Investments may include equity-oriented or market-neutral hedge Fund (i.e. Long/Short, Macro Event Driven, Convertible Arbitrage, and Fixed Income strategies), which can be both domestic and international market oriented. The components may be viewed as equity-like or fixed income-like strategies as defined by their structures and exposures.
- **Real Estate** – Investments in the real estate equity shall be well diversified by property type, size, and age. Each real estate investment manager shall be well diversified geographically within its area of expertise, i.e., nationally or regionally. Leverage may be used in a constrained manner in order to enhance yields in various investments and/or to facilitate the diversification of the portfolio. For core open-end real estate funds, the total level of debt for the overall portfolio will be limited to thirty-five percent (35%).
- **Derivatives and Derivative Securities** – Certain of the Fund's managers will be permitted under the terms of their specific investment guidelines to use derivative instruments. Derivatives are contracts or securities whose market value is related to the value of another security, index, or financial instrument. Investments in derivatives include (but are not limited to) futures, forwards, options, options on futures, warrants, and interest-only and principal-only strips. No derivative positions can be established that create portfolio characteristics outside of portfolio guidelines.

Examples of appropriate applications of derivative strategies include hedging market, interest rate of currency risk, maintaining exposure to a desired asset class while making asset allocation changes, gaining exposure to an asset class when it is more cost-effective than the cash markets, and adjusting duration within a fixed income portfolio. All derivative positions must be fully collateralized. Investment Managers must ascertain and carefully monitor the creditworthiness of any third parties involved in derivative transactions.

Each manager using derivatives shall (1) exhibit expertise and experience in utilizing such products; (2) demonstrate that such usage is strategically integral to their security selection, risk management, or investment processes; and (3) demonstrate acceptable internal controls regarding these investments.

## ***EXCEPTIONS***

Each investment manager is required to comply with the objectives and guidelines set forth in this document. The board requires that any exceptions taken to this Investment Policy Statement be submitted in writing pending approval by the board. The board must explicitly authorize each exception in writing. Failure to notify the board and obtain written authorization will result in the investment manager being liable for any corresponding loss to the Trust's investment funds.

### **Pooled/Mutual Fund Exceptions**

In the case of a commingled account or mutual fund, the Fund waives strict adherence to the previous investment guidelines. Notwithstanding these policies, a pooled/mutual fund's investment objectives, policies and restrictions, as set forth in its current prospectus and statement of additional information (as amended from time to time), shall govern the investment of the Fund's assets.

### Investment Manager Exceptions to General Investment Manager Guidelines

- Invesco, one of the international equity managers, will operate within the international equity guidelines delineated in this Investment Policy Statement except that:
  - Sector constraints will be implemented using the MSCI ACWI ex-US Growth Index instead of the MSCI EAFE Index.
  - Where 2X the sector weight of the index (MSCI ACWI ex-US Growth Index) is still less than 20%, the portfolio is permitted to invest up to 20% in such sector

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